

Regular Meeting
Monday, February 1, 2010
6:00 pm
Chowan County Public Safety Center
305 West Freemason Street
Edenton, NC

MINUTES

The Chowan County Board of Commissioners held their regular meeting on Monday, February 1, 2010 at 6:00pm in the lobby of the Chowan County Public Safety Center, 305 West Freemason Street, Edenton, NC.

Present, Chairman Eddy Goodwin, Vice Chairman Emmett Winborne, Commissioner Jimmy Alligood, Commissioner Louis Belfield, Commissioner Kenny Goodwin, Commissioner Ralph Cole, and Commissioner Keith Nixon. Staff present: County Manager Peter Rascoe, Finance Officer Lisa Jones, and Clerk to the Board Susanne Stallings.

Chairman Eddy Goodwin called the meeting to order. The pledge was led by Boy Scout Troop 164 of Edenton.

Commissioner Louis Belfield then offered the invocation.

Public Comment

Chairman Eddy Goodwin then opened the floor to public comment in accordance with NCGS § 153A-52.1.

There was no public comment; Chairman Eddy Goodwin then closed the floor to public comment.

Consent Agenda

a. Tax Release and Collector's Report (attached)

Ace W,	\$105.20	Vehicle Totaled
Allenspack, D.	\$341.63	SITUS Perquimans Co.
Downing, J.	\$161.60	Exempt belongs to a church
Hamilton, M.	\$132.53	Vehicle Sold
Jennette, M.	\$111.93	Vehicle Sold
Keeter, C.	\$136.16	Vehicle Traded
Lane, M.	\$126.13	Boat Sold
Phelps, C.	\$109.81	Vehicle Sold
Proctor, T.	\$104.89	SITUS Perquimans Co.
Winslow, T.	\$114.72	Priced by comp at wrong value
Farless, S.	\$121.03	Vehicle Traded

b. Minutes

Minutes of the January 4, 2010 meeting.

c. Recommended Budget Amendments

BA-0910-92

3616	Sr Cntr	\$ 3,180	Increase revenue from donations received from private donations for the home delivered meals program
4268	Sr Cntr	\$ 3,180	Increase expense to disburse invoiced amount to the Albemarle Commission for expansion of the home delivered meals program

BA-0910-93

3438	Animal Ctrl	\$ 5,000	Increase revenue for private donations to the Chowan-Gates SPCA
4380	Animal Ctrl	\$ 5,000	Increase expense to disburse donations received to the Chowan-Gates SPCA

BA-0910-94

3839	Misc	\$ 1,000	Increase revenue from reclaim revenue received for a court case
4381	Shelter	\$ 1,000	Increase expense for medical and veterinary services for court case

BA-0910-95

3497	CWMTF	\$ 10,000	Decrease revenue from CWMTF Stormwater Planning Grant
4931	CWMTF	\$ 10,000	Decrease expense for contracted services-stormwater grant. Grant ended 12/31/09 – all expense have been paid - will not utilize remaining grant funds

BA-0910-96

3531	DSS	\$ 23,218	Increase revenue for additional CRISIS funds to be received from NC Dept of Health & Human Resources
5372	DSS	\$ 23,218	Increase expense for CRISIS related expense to qualified applicants

BA-0910-97

3531	DSS	\$ 2,285	Increase revenue for Adult Day Care services received from NC Division of Aging & Adult Services
5321	DSS	\$ 2,285	Increase expense for Adult Day Care services

BA-0910-98

3612	Recreation	\$ 18,890	Increase revenue for grant received from Chowan Hospital Foundation
6132	Recreation	\$ 18,890	Increase expense for fitness equipment and salary expense for fitness arcade

BA-0910-99

3414	Town Tax	\$ 50,000	Increase revenue for land transfer tax collected for the Town of Edenton
4140	Town Tax	\$ 50,000	Increase expense to disburse town land transfer tax to the Town of Edenton

BA-0910-100

3473	Drainage #1	\$ 2,000	Increase revenue for drainage district collections
4730	Drainage #1	\$ 2,000	Increase expense to disburse drainage district collections to drainage district
3473	Drainage #2	\$ 1,000	Increase revenue for drainage district collections
4730	Drainage #2	\$ 1,000	Increase expense to disburse drainage district collections to drainage district
3473	Drainage #3	\$ 1,000	Increase revenue for drainage district collections
4730	Drainage #3	\$ 1,000	Increase expense to disburse drainage district collections to drainage district

Chairman Eddy Goodwin asked if the Board members had any items for discussion from the Consent Agenda.

Commissioner Belfield asked for more information on BA-0910-95.

Ms. Jones said this is revenues and expenditure lines for a grant that has been underspent, completed and the budget amendment is to close out the project.

Commissioner Nixon asked if a new position would be created for BA-0910-98.

Robbie Laughton, Recreation Director stated that this would create a new position to expand/enhance the use of the fitness arcade. He said this position would bring referrals to use

the equipment. He added the position would require someone to work 2 days per week for one year, at will.

Commissioner Nixon asked that the grant be brought forward for discussion in one year.

Chairman Eddy Goodwin asked for clarification on BA-0910-100.

Ms. Jones said this account is one that was brought forward by the auditor to not remain as a liability account.

Chairman Eddy Goodwin asked who collects, audits and expends the monies collected.

Ms. Jones said that the monies are collected in the Tax Office and deposited into the individual district checking accounts.

Commissioner Kenny Goodwin asked where the budget amendment for Water Department insurance proceeds were.

Ms. Jones explained that she is still negotiating the matter with the insurance company and the item was not ready for a budget amendment yet. She explained to the full Board that this was discussed in the Finance Sub Committee where the insurance carrier is seeking more information on lightening strikes that struck the pumps at wells #7,8 and 9. She said the insurance company is stating that there is no data to support lightening strikes on those dates.

Chairman Eddy Goodwin stated he would assist the Finance Officer in obtaining that data.

Being no further discussion, Commissioner Alligood moved that the Board approve the Consent Agenda as presented. Chairman Eddy Goodwin asked for all in favor, the motion carried unanimously (7-0).

Resolution – Boy Scout of America 100th Anniversary

Chairman Eddy Goodwin noted a Resolution for the Board's consideration declaring February 8, 2010 "Boy Scouts of America Day".

Troop leader, Steve Karl stated that February 8, 2010 marks the 100th anniversary of the formation of the Boy Scouts of America. He stated that a member of Chowan County's local Troop 164, Christopher Cartwright was selected to represent Chowan County and carry the Chowan County flag for a celebration with the Governor of North Carolina on February 8, 2010.

Being no further discussion, Commissioner Alligood moved that the Board approve the Consent Agenda as presented. Chairman Eddy Goodwin asked for all in favor, the motion carried unanimously (7-0).

**COUNTY OF CHOWAN
STATE OF NORTH CAROLINA**

WHEREAS, the Boy Scouts of America will celebrate the 100th Anniversary of its formation on February 8, 2010;

WHEREAS, throughout its history, the Boy Scouts of America has provided training to youth in leadership development, service to others, and civic responsibility;

WHEREAS, numerous youth in our county have participated in the Scouting program through the years becoming accomplished leaders both past and present; and

WHEREAS, Boy Scouts have performed a variety of valuable service projects throughout our county and in communities;

WHEREAS, a national study has shown that youth who participate in Boy Scouts five or more years have:

- √ Improved performance in reading, science, math and physical fitness;
- √ higher percentage of attendance to colleges and universities;
- √ obtained higher paying jobs;
- √ better ethical decision making; and
- √ higher attendance at religious services with their family;

WHEREAS, the national study has also shown that adults who were in Boy Scouts as a youth have:

- √ Stated that Scouting had a positive influence on their lives as a youth and adult;
- √ Learned positive character traits such as being a good team player; always being honest, taking better care of the environment, respecting life and property of others; having pride in their country, respecting the elderly and having confidence in their abilities.

NOW, THEREFORE, BE IT RESOLVED that February 8, 2010 is hereby declared “Boy Scouts of America Day.”

This 1st day of February, 2010.

Internal Committee Reports

Finance Sub Committee –

Commissioner Kenny Goodwin stated that the Finance Sub Committee met Thursday, January 28, 2010. He said that the committee made the following recommendation for the full Board’s consideration:

“The school has submitted a request which requires approval and creation of a project ordinance for the County to apply on behalf of the Board of Education to receive lottery proceeds to be used to replace gym roof at John A. Holmes High School.”

Commissioner Cole moved that the Board approve the request for the County to apply for the lottery proceeds and manage these funds via a capital project ordinance .

Chairman Eddy Goodwin asked for any public comment.

Superintendent Alan Smith stated that the school hopes to complete the project by the end of the school year.

Mr. Rascoe stated that the request is for \$125,000 but to draw down all the monies to cover cost over runs.

Dr. Smith said that the low bidder on the project has completed roofs for Dare and Currituck school systems. He said the school maintenance director has talked with these school systems about the work and received good feedback.

Being no further discussion Chairman Eddy Goodwin asked for all in favor, the motion carried unanimously (7-0).

Commissioner Kenny Goodwin noted that the Finance Sub Committee performed a mid-year review line by line of the FY2009-10 budget. He reported that the committee feels all funds are in line as projected. He stated the committee received a packet from the ABC Board on their monthly meeting and finances and the report is on file with the Clerk to the Board.

Commissioner Winborne asked Commissioner Kenny Goodwin if there are any departments that appear to be running into trouble.

Commissioner Kenny Goodwin said that utility monies for the buildings are running high, which was expected. He said that the Committee will continue to monitor the budget each month and the County Manager and Finance Officer are working closely with the Department Heads.

Planning/ Enterprise Committee-

Commissioner Nixon reported that the Planning and Enterprise Committee met on Wednesday, January 27, 2010. He stated there were no agenda recommendations from the committee. He said that a contractor is drafting plans for the office relocation at the Public Safety Center. He stated the Committee is continuing to review the list of leased and county owned properties. He noted that there has still been no word from the VA Clinic

Human Services Committee –

Mr. Belfield stated that the Human Services Committee met on Tuesday, January 26, 2010. Commissioner Louis Belfield reported on the items discussed by the committee, tax collections and Child Support enforcement. He asked Mr. Rascoe to elaborate on the topics discussed.

Mr. Rascoe stated that the revenues for delinquent tax collections and garnishments have gotten behind. He stated that when reviewing the numbers for delinquent collections, the revenues could fund the position. He said this item would be reviewed next by the Finance Sub Committee. He stated that in regards to Child Support Enforcement, Chowan County is one of

but a few that currently provide Child Support Enforcement in house. He stated that when it was announced that State funding for this service would be cut, several neighboring counties got together and put out RFPs for privatization of the service. He stated that Chowan County put their name in the RFP to see if the County could provide the services for less. He said that currently the figures show a cost reduction for the County. He stated that he will continue to work with the DSS staff, State officials and the low bidder to ensure the accuracy of the numbers and the benefits to Chowan County.

Public Safety – no meeting in January

External Board/Committee Reports

Commissioner Belfield reported on the activities of the JCPC commission stating the program participation numbers are off to a good start. He stated that he met with the Senior Center Board and discussions were held about grant monies to be used to increase the hours of a part time employee.

Mr. Rascoe stated that if the Board wanted to increase the employees hours it would require an amended to the budget.

Commissioner Nixon stated the employee should be informed that when the grant expires the additional hours would no longer be allowed.

Commissioner Belfield moved that the Board allow the grant monies to be used to pay 2 individuals on staff to increase their work hours 2-4 hours per week not to exceed 21 hours.

Ms. Jones stated that this would allow a person to perform administrative duties so the Director can continue work on certifications for the Senior Center.

Chairman Eddy Goodwin asked for all in favor, the passed unanimously (7-0).

Commissioner Cole reported that Clifton Hardison the new DSS Director was recently welcomed with a reception and is performing well. He stated that the COA Board is still interviewing and will make an offer to one of the applicants for the Dean's position soon.

Sheriff/Jail/911 Annual Report

Sheriff Dwayne Goodwin provided a PowerPoint on the annual report on the activities of the Sheriff's Office, Jail and 911. (a copy of the PowerPoint is in the meeting file February 1, 2010).

Finance Officer Report

Finance Officer Lisa Jones provided the Cash Balance Summary and Cash and Investment balance information for the month of December noting a total of \$6,614,021 total cash and investments. She shared information on the General Fund Revenue/Expenses, Special Revenue Funds, and Enterprise Funds. A copy of the report is in the meeting file labeled February 1, 2010.

Annual Report of Unpaid Taxes & Tax Lien Advertising

Tax Administrator Gene Rountree requested approval of the report and request the Board to order advertisement of 2009 tax liens suggesting that the advertisement be March 2010.

Commissioner Alligood moved that the Board approve the listing.

Chairman Goodwin asked if the figures for last year compared to the current year on the total.

Mr. Rountree stated that he did not have last year's figures on him however he would get that information to the full Board the next business day.

Chairman Eddy Goodwin asked for all in favor, the motion passed unanimously (7-0).

Mr. Rountree clarified that the costs of advertisement is recouped in the delinquent collection.

Business Personal Property Audit Procedures

Tax Administrator Gene Rountree and County Manager Peter Rascoe briefed the Board on the process by which owners of business personal property are randomly audited by County Tax Services. He provided the Board with a sample hand out by which the process of the audit is performed. He stated that audits are statutorily required for Counties to perform to ensure equality and uniformity in billing. Mr. Rountree also provided the Board with the statutes which detail the listing and audit processes/authority.

Chairman Eddy Goodwin asked for any public comment on the audit procedures.

Yates Parrish, 281 Old Hertford Road commented on his concern of the reduction of the Beaver Control program and the costs for the property owners in the Pollack Swamp district.

Commissioner Nixon suggested providing seminars for small businesses to assist them with the listing process.

Mr. Rountree stated that he is willing to talk with local groups to get listing information out.

Manager's Report

County Manager Peter Rascoe provided the managers report highlighting the following items:

- There is an tax appeal pending for March Board agenda
- Veterans Affairs stated there would be some response on the VA Clinic in the next few weeks.
- Committees are reviewing Child Support Enforcement, more information will be forthcoming
- A public hearing will be set at the March meeting to begin the processes with East Carolina Behavioral Health
- The study continues on the Valhalla Water Plant Discharge Violation S.O.C.
- The audit is on file for public access at the Library
- FY 2010-11 Budget planning has begun with budget requests being sent to Department heads, Library, COA, Board of Education

- Fishing Pier completion is on target for the end of April
- Economic Development Leadership Committee is meeting this week with the Economic Development consultant.

Timely and Important Matters

There were none to report.

Being no further business, the meeting was adjourned.

Edward C. Goodwin, Chairman

L. Susanne Stallings, Clerk